

BOARD OF SUPERVISORS

Brown County



305 E. WALNUT STREET
E-Mail: BC_County_Board@co.brown.wi.us
P. O. BOX 23600
GREEN BAY, WISCONSIN 54305-3600

PHONE (920) 448-4015 FAX (920) 448-6221

"PUBLIC NOTICE OF MEETING"

Pursuant to Section 19.84 Wis. Stats., notice is hereby given to the public that
the following meetings will be held

THE WEEK OF
May 16 - 20, 2016

MONDAY, MAY 16, 2016

- | | | |
|-----------|---|--|
| *10:00 am | Planning Commission Board of Directors Transportation Subcommittee | GB Metro Transportation Center
901 University Avenue |
| *12:00 pm | Mental Health Treatment Committee: Ad Hoc <i>Cancelled</i> | |
| *2:30 pm | Solid Waste Board | Brown County Port & Resource Recovery
2561 S. Broadway, Green Bay |
| *3:30 pm | Housing Authority | Room 604, City Hall
100 N. Jefferson Street |
| *4:30 pm | Neville Public Museum Governing Board | Edge of Island Sea Exhibit, 2 nd Floor
Neville Public Museum
210 Museum Place |

TUESDAY, MAY 17, 2016

- | | | |
|----------|------------------------------------|---|
| *4:30 pm | Veterans' Recognition Subcommittee | Room 201, Northern Building
305 E. Walnut Street |
|----------|------------------------------------|---|

WEDNESDAY, MAY 18, 2016

- | | | |
|-----------|-----------------------------------|--|
| *6:45 pm | Special Public Safety Committee | Room 210, City Hall
100 N Jefferson Street |
| * 7:00 pm | Brown County Board of Supervisors | Legislative Room 203, City Hall
100 N. Jefferson Street |

THURSDAY, MAY 19, 2016

- | | | |
|----------|--|--|
| *4:15 pm | East Branch Facility Ad Hoc Committee – <i>Note Location</i> | Ashwaubenon Branch Library
1060 Orlando Drive |
| *5:15 pm | Library Board – <i>Note Location</i> | Ashwaubenon Branch Library
1060 Orlando Drive |

FRIDAY, MAY 20, 2016

(No Meetings)

Any person wishing to attend who, because of a disability, requires special accommodation, should contact the Brown County Human Resources Office at 448-4065 by 4:30 p.m. on the day before the meeting so that arrangements can be made.

**AGENDA
BROWN COUNTY PLANNING COMMISSION BOARD OF DIRECTORS
TRANSPORTATION SUBCOMMITTEE**

**Monday, May 16, 2016
Green Bay Metro Transportation Center
901 University Avenue
Green Bay, Wisconsin
10:00 a.m.**

ROLL CALL:

(Voting)

Bill Balke (Vice-Chair)	_____	Doug Martin (Chair)	_____
Craig Berndt	_____	Tom Miller	_____
Dan Drewery	_____	Rebecca Nyberg	_____
Geoff Farr	_____	Eric Rakers	_____
Steve Grenier	_____	Brandon Robinson	_____
Ed Kazik	_____	Nick Uitenbroek	_____
Patty Kiewiz	_____	Derek Weyer	_____
Tom Klimek	_____	Vacant – Oneida Nation	_____

(Non-voting)

Mary Forlenza (FHWA – Madison)	_____
Kristofer Canto (WisDOT – Madison)	_____
William Wheeler (FTA Region 5)	_____

ORDER OF BUSINESS:

1. Approval of the March 7, 2016, Transportation Subcommittee meeting minutes.
2. Recommendations regarding:
 - The reallocation of Surface Transportation Block Grant (STBG) funds that were approved for County Highway GV in the Village of Bellevue.
 - The rescheduling or reallocation of STBG funds that were approved for Gray Street in the City of Green Bay.

(These recommendations will be included in the mid-year update of the 2016-2020 Transportation Improvement Program [TIP]).
3. Recommendation to the BCPC Board of Directors regarding the mid-year update of the 2016-2020 Transportation Improvement Program (TIP).
4. Any other matters.
5. Adjourn.

ANYONE WISHING TO ATTEND WHO, BECAUSE OF A DISABILITY, REQUIRES SPECIAL ACCOMMODATION SHOULD CONTACT THE BROWN COUNTY PLANNING COMMISSION OFFICE AT 448-6480 AT LEAST TWO BUSINESS DAYS BEFORE THE MEETING SO ARRANGEMENTS CAN BE MADE.

PORT & RESOURCE RECOVERY DEPARTMENT

Brown County

2561 SOUTH BROADWAY
GREEN BAY, WI 54304

PHONE: (920) 492-4950 FAX: (920) 492-4957

DEAN R. HAEN

DIRECTOR

REVISED
PUBLIC NOTICE
BROWN COUNTY SOLID WASTE BOARD
Monday, May 16th – 2:30 pm
Brown County Port & Resource Recovery
2561 S. Broadway, Green Bay, WI 54304

Agenda:

1. Call to Order
2. Roll Call
3. Approval/Modification – Meeting Agenda – *Request for Approval*
4. Approval/Modification – March 28th, 2016 Meeting Minutes – *Request for Approval*
5. Announcements/Communications
6. Drop-off Unloading Area Budget Adjustment and Bid Award – *Request For Approval*
7. School Carton Recycling Education Proposal – *Request for Approval*
8. Fox River Fiber – *Update*
9. Paint Recycling Evaluation– *Update*
10. BOW C&D Recycling Analysis – *Update*
11. Wood Waste - *Update*
12. Director's Report
13. Such other Matters as Authorized by Law
14. Adjourn

Dean R. Haen
Director

Any person wishing to attend whom, because of disability requires special accommodation should contact the Brown County Port & Resource Recovery Department at 492-4950, two (2) working days before the meeting, so that arrangements can be made. Notice is hereby given that action by the Brown County Solid Waste Board may be taken on any of the items which are described or listed in this agenda.

AGENDA
BROWN COUNTY HOUSING AUTHORITY
Monday, May 16, 2016, 3:30 p.m.
City Hall, 100 N. Jefferson Street, Room 604
Green Bay, WI 54301

MEMBERS: Ann Hartman – Chair, Sup. Andy Nicholson – Vice-Chair, Tom Deidrick, Corday Goddard, and Andy Williams

APPROVAL OF MINUTES:

1. Approval of the minutes from the March 21, 2016 meeting of the Brown County Housing Authority.

COMMUNICATIONS:

2. Letter from HUD dated April 1, 2016, regarding Exclusion of the Use of Arrest Records in Housing Decisions.
3. Letter from HUD dated May 5, 2016 regarding UPCS-V Demonstration.

REPORTS:

4. Report on Housing Choice Voucher Rental Assistance Program:
 - A. Preliminary Applications
 - B. Unit Count
 - C. Housing Assistance Payments Expenses
 - D. Housing Quality Standard Inspection Compliance
 - E. Program Activity/52681B (administrative costs, portability activity, SEMAP)
 - F. Family Self-Sufficiency Program (client count, participation levels, new contracts, graduates, escrow accounts, and homeownership)
 - G. VASH Reports (new VASH and active VASH)
 - H. Langan Investigations Criminal Background Screening and Fraud Investigations
 - I. Quarterly Langan Denials report
 - J. Quarterly Active Cases Breakdown
 - K. Quarterly End of Participation
 - L. Quarterly Customer Service Satisfaction

OLD BUSINESS:

5. Discussion of any joint goals of BCHA and ICS.
 - A. Reducing costs related to port out vouchers.

NEW BUSINESS:

6. Approval for BCHA/ICS to register for the UPCS-V Demonstration.
7. Approval to use BCHA Conversion Loan program two blocks outside of impact area.

8. Discussion and possible action regarding use of Administrative Reserves and HCV Lease up.
9. Review and approval of proposed Utility Allowances for Housing Choice Voucher Program, effective July 2016.
10. Approval of updated Passbook Savings Rate.
11. Request for direction on annual review of investments.

INFORMATIONAL:

12. Review of Housing Choice Voucher section of Lead the Way training.
13. PIH Notice 2016-05 on Streamlining Administrative Regulations for Programs.
14. Reorganization of Community Services Agency.
15. Discussion of Daily Caller News Foundation article.

BILLS:

FINANCIAL REPORT:

STAFF REPORT:

16. Date of next meeting: June 20, 2016.

NEVILLE PUBLIC MUSEUM
OF BROWN COUNTY



BREEDING COMMUNITIES, CONNECTING GENERATIONS
NEVILLEPUBLICMUSEUM.ORG

NEVILLE PUBLIC MUSEUM GOVERNING BOARD

AGENDA

May 16, 2016

4:30 p.m.

Neville Public Museum

Edge of the Inland Sea Exhibit

2nd floor

- I. Call meeting to order
- II. Approve/modify agenda
- III. Museum Directors Report
 - a. First quarter update
 - b. Visitor Experience Survey
- IV. Deputy Director Report
 - a. Temporary exhibit logistics
- V. Such other matters as authorized by law
- VI. Adjournment

Kevin Kuehn, Chair

Please contact Beth Lemke at 448-7848 if you cannot attend this meeting

Notice is hereby given that action by the Committee may be taken on any of the items, which are described or listed in this agenda.

Please take notice that it is possible additional members of the Board of Supervisors may attend this meeting, resulting in a majority or quorum of the Board of Supervisors. This may constitute a meeting of the Board of Supervisors for purposes of discussion and information gathering relative to this agenda.

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VETERANS SUBCOMMITTEE

Bernie Erickson, Chair
Ed Koslowski, Vice Chair
Louise Dahlke, Rosemary
Desisles, Jim Haskins,
Delores Pierce, Duane Pierce,
Tracy Rosinski, Joe Witkowski

****Running Total of Veterans' Certificates: 1728**

VETERANS' RECOGNITION SUBCOMMITTEE

TUESDAY, May 17, 2016

4:30 pm

Room 201, Northern Building

305 E. Walnut Street

Green Bay, WI

1. Call Meeting to Order.
2. Invocation.
3. Approve/Modify Agenda.
4. Approve/Modify Minutes of April 19, 2016.
5. Update re: Honor Rewards Program.
6. Possible Discussion re: 2016 Veterans' Appreciation Day at the Brown County Fair.
 - a) 25th Anniversary of Desert Storm.
 - b) Fair Agenda.
 - c) Approval of Fair poster.
7. Report from CVSO Jerry Polus.
8. Comments from Carl Soderberg.
9. Report from Committee Members Present (Erickson, Dahlke, Desisles, Haskins, Koslowski, Pierce, Rosinski & Witkowski).
10. Such Other Matters as Authorized by Law.
11. Adjourn.

Bernie Erickson, Chair

Notice is hereby given that action by Committee may be taken on any of the items which are described or listed in this agenda. Please take notice that it is possible additional members of the Board of Supervisors may attend this meeting, resulting in a majority or quorum of the Board of Supervisors. This may constitute a meeting of the Board of Supervisors for purposes of discussion and information gathering relative to this agenda.

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PUBLIC SAFETY COMMITTEE

Patrick Buckley, Chair
Andy Nicholson, Vice Chair
Bill Clancy, Aaron Linssen, Guy Zima

SPECIAL PUBLIC SAFETY COMMITTEE

Wednesday, May 18, 2016

6:45 p.m.

**Rm 210, City Hall
100 N. Jefferson Street**

- I. Call meeting to order.
- II. Approve/modify agenda.

Emergency Management:

1. Discussion and possible action re: Request by the Town of Morrison for assistance in procuring a tornado warning siren.
2. Such other matters as authorized by law.

Patrick Buckley, Chair

Notice is hereby given that action by the Committee may be taken on any of the items which are described or listed in this agenda.

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PATRICK W. MOYNIHAN JR., CHAIR

THOMAS J. LUND, VICE CHAIR

PUBLIC NOTICE OF MEETING

Pursuant to Section 19.85 and 59.094, Wis. Stats., notice is hereby given to the public that the regular meeting of the **BROWN COUNTY BOARD OF SUPERVISORS** will be held on **Wednesday, May 18, 2016 at 7:00 p.m.,** in the Legislative Room 203, 100 North Jefferson St., Green Bay, Wisconsin.

NOTICE IS HEREBY GIVEN THAT THE COUNTY BOARD MAY TAKE ACTION ON ANY ITEM ON THE AGENDA

The following matters will be considered:

Call to Order.

Invocation.

Pledge of Allegiance to the Flag.

Opening Roll Call.

1. **Adoption of Agenda.**
2. **Comments from the Public:**
 - a) Must be limited to items not on the agenda.
 - b) State name and address for the record.
 - c) Comments will be limited to five minutes.
 - d) The Board's role is to listen and not discuss comments nor take action on those comments at this meeting.
3. **Approval of Minutes of April 19, 2016.**
4. **Announcements of Supervisors.**
5. **Communications: Reconsideration of Vote:**
 - a) Communication from Supervisor Erickson re: Reconsider his vote on Item #10a: Having voted in the majority, regarding Item 10a to hold the appointment for 45 days, I am changing my vote from yes to no.
6. **Appointments:**

County Executive:

 - a) Reappointment of Bernard Erickson and Bryan Hyska to Harbor Commission.
 - b) Appointment of Jesse Brunette to Human Services Board.
 - c) Appointment of Robert (Jim) Genrich to NEWCAP Board.

7. **Reports by:**
a) County Executive.
b) County Board Chair.

8. **Other Reports:** (None)

9. **Standing Committee Reports:**

a) Report of Administration Committee of April 28, 2016.

1. Review minutes of:
 - a. Housing Authority (February 15, 2016). To approve.
2. Communication from Supervisor De Wane re: Request to create an elections technology fund to ensure funds are available as needed. Funds would be transferred at year-end excess revenue in County Clerk's budget. To refer to Department of Administration to analyze this proposal.
3. County Clerk – Budget Status Financial Report for December 2015, February and March 2016. Receive and place on file.
4. Treasurer - Budget Status Financial Report for the period January to December 2015 (2015 Complete). Receive and place on file.
5. Discussion – Treasurer's Office Equipment Upgrades:
 - a. Currency Discriminator purchase.
 - b. Panini Image Deposit Direct check scanners – JP Morgan Chase supported.
 - c. New Workstations from TS (scheduled upgrade this year). *No action taken.*
6. Technology Services - Budget Status Financial Report for March 2016. Receive and place on file.
7. Technology Services, Monthly Reports for March and April 2016. Receive and place on file.
8. Corporation Counsel - Monthly Reports for February and March 2016. Receive and place on file.
9. Child Support - Budget Status Financial Report for December 2015 and March 2016. Receive and place on file.
10. Child Support - Departmental Openings Summary. Receive and place on file.
11. Child Support - SPSK First Quarter Happenings overview. Receive and place on file.
12. Child Support - Director's Reports for March and April 2016. Receive and place on file.
13. HR - Budget Status Financial Report for December 2015 and March 2016. Receive and place on file.
14. HR - Departmental Openings Summary. Receive and place on file.
15. HR - Activity Reports for February and March 2016. Receive and place on file.
16. Human Resources Reports for March and April 2016. Receive and place on file.
17. Dept. of Admin - Budget Status Financial Report for December 2015 and February 2016. Receive and place on file.
18. Dept. of Admin - Departmental Opening Summary. Receive and place on file.
19. Dept. of Admin - Budget Adjustment Log. Receive and place on file.
20. Dept. of Admin - Director's Reports for March and April 2016. Receive and place on file.
21. Resolution Authorizing Payment for Green Bay City Council Chambers Chairs. To approve. See Resolutions & Ordinances.
22. 2015 Balanced Budget Adjustment. To approve. See Resolutions & Ordinances.
23. Initial Resolution Authorizing the Issuance of Not to Exceed \$7,135,000 General Obligation Corporate Purpose Bonds of Brown County, Wisconsin in one or more series at one or more times. To approve. See Resolutions & Ordinances.
24. Audit of bills. To pay the bills.

b) Report of Education & Recreation Committee of May 5, 2016.

1. Review Minutes of:
 - a. Library Board (March 17, 2016). Receive and place on file.
 - b. Neville Public Museum Governing Board (April 11, 2016). Receive and place on file.
2. Communication from Supervisors Nicholson, De Wane and Vice Chair Lund re: Requesting an update/presentation from Brad Toll, Visitor Convention Bureau, and Mayor Schmitt on

- bookings, revenue gain or loss and why there isn't an escalator in the KI Center. To hold for 6 months to reevaluate.
3. Communication from Supervisor Hoyer re: Requesting a full accounting of attendance numbers for the past 3 full fiscal years for the Brown County Veteran's Arena. Receive and place on file.
 4. Resch Centre/Arena/Shopko Hall – Complex Attendance for the Brown County Veterans Memorial Complex for March 2016. Receive and place on file.
 5. Park Mgmt.-Budget Status Financial Report March 2016: Unaudited. Receive and place on file.
 6. Park Mgmt. - Discussion re: parking issues at Fonferek Glen.
 - i. To utilize Friends money to expand the parking at Fonferek's Glen as soon as possible.
 - ii. To refer a request to the Public Safety Committee to hire a full time deputy to service Fonferek's Glen on a seasonal basis.
 - iii. To refer the speed study review to Planning, Development & Transportation Committee to look at potentially reducing the speed on Dutchman Rd to 45 miles per hour.
 7. Park Mgmt.-Park Attendance and Field Staff Reports for March 2016. Receive and place on file.
 8. Park Mgmt. - Assistant Director's Report. Receive and place on file.
 9. NEW Zoo - Budget Status Financial Reports for December 2015 and March 2016: Unaudited. Receive and place on file.
 10. NEW Zoo - Director's Report and ZOO Monthly Activity Reports. Receive and place on file.
 11. Golf Course - Budget Status Financial Reports for February and March 2016: Unaudited. Receive and place on file
 12. Golf Course - Superintendent's Report. Receive and place on file
 13. Library - Budget Status Financial Report for March 2016: Unaudited. Receive and place on file
 14. Library - Director's Report. Receive and place on file
 15. Museum - Budget Status Financial Report for March 2016: Unaudited. Receive and place on file
 16. Museum - Director's Report. Receive and place on file
 17. Audit of bills. To pay the bills.

c) Report of Executive Committee of May 9, 2016

1. Vacant Budgeted Positions - District Attorney – Legal Assistant II - Vacated – 6/1/16. *See Item 12.*
2. Vacant Budgeted Positions - Health Dept. – Clerk/Typist III - Vacated – 5/13/16. *See Item 12.*
3. Vacant Budgeted Positions - Human Services – Account Clerk I/Budget Counselor - Vacated – 6/15/16. *See Item 12.*
4. Vacant Budgeted Positions - Human Services (CTC) – AODA Counselor (x2) - Vacated – 4/12/16. *See Item 12.*
5. Vacant Budgeted Positions - Human Services – Economic Support Specialist - Vacated – 4/18/16. *See Item 12.*
6. Vacant Budgeted Positions - Human Services – Lead Economic Support Specialist - Vacated – 4/14/16. *See Item 12.*
7. Vacant Budgeted Positions - Human Services – SW/CM (Child Protection) (x3) - Vacated – 3/28/16 (all three). *See Item 12.*
8. Vacant Budgeted Positions - Human Services (CTC) – Switchboard Operator/Receptionist (Part-time) (x2) - Vacated – 5/3/16; 5/23/16. *See Item 12.*
9. Vacant Budgeted Positions - Public Works (Facilities) – Housekeeper (x2) - Vacated – 4/15/16. *See Item 12.*
10. Vacant Budgeted Positions - Public Works (Highway) – Highway Crew - Vacated – 4/25/16. *See Item 12.*
11. Vacant Budgeted Positions - Public Works (Highway) – Sign Crew (x2) - Vacated – 3/24/16; 4/15/16. *See Item 12.*
12. Vacant Budgeted Positions - Register of Deeds – Records Specialist - Vacated – 05/04/16.
 - i. Suspend the rules to take Items 1 – 12 together. Motion carried 6 to 1
 - ii. To approve Items 1 – 12. Motion carried 6 to 1.
13. Legal Bills - Review and Possible Action on Legal Bills to be paid. To approve.
14. Communication from Supervisor Van Dyck re: Request that all regular monthly committee meetings be scheduled to start no earlier than 5:00 p.m. Receive and place on file.
15. Communication from Supervisor Erickson re: That staff look at including the purchase of a drone in the 2017 budget to be collectively used by Planning, Public Works, Airport, Zoning, Parks, NEW Zoo

and any other county departments that may have a need for these types of video or pictures. To hold for one month.

16. Communication from Supervisor Lund re: I would like to propose a change in ordinance 4.27. The change would be that HR director would have the authority to fill vacancies which exist in the budget and the Executive committee would get a report of all the vacancies which are posted. 4.27 AUTHORIZATION TO HIRE. Department Heads wishing to fill vacancies in existing budgeted positions shall submit a requisition to the Human Resources Department prior to initiating recruitment. The Human Resources Manager shall review and verify the information, provide appropriate comments and recommendations, and forward the requests to the County Executive for final authorization. 4.28 JOB POSTING. Existing position vacancies will be posted internally and/or To approve and make the change as proposed by Supervisor Lund and forward to Corporation Counsel to review the language in case there were necessary changes. Motion carried 6 to 1. See Resolutions & Ordinances.
17. Resolution re: Reorganization of the Medical Examiner Table of Organization. To approve. See Resolutions & Ordinances.
18. Initial Resolution Authorizing the Issuance of Not to Exceed \$7,135,000 General Obligation Corporate Purpose Bonds of Brown County, Wisconsin in one or more series at one or more times. To approve. Motion carried 6 to 1. See Resolutions & Ordinances.
- 18a. 2015 Balanced Budget Resolution. To approve. See Resolutions & Ordinances.
- 18b. Resolution Authorizing Conveyance of Certain Excess County Highway Property on CTH G/George Street from Broadway Street to Wisconsin Street in the City of De Pere. To approve. See Resolutions & Ordinances.
19. Brown County Financial Statement Results – Levy Funded Departments as of March 31, 2016. *See Item 20.*
20. Brown County Turnover Report for March 2016.
 - i. To provide monthly financial statements for departments, monthly turnover reports for departments and detailed quarterly reports.
 - ii. Receive and place on file Items 19 & 20.
21. Human Resources Report. Receive and place on file.
 - a. Discussion and possible action regarding adjusting the 2016 .5%, 1%, 2% and 3% wage adjustment. To approve and refer to Administration for the drafting of a resolution to approve the rounding down. Motion carried 5 to 1. See Resolutions & Ordinances.
22. County Executive Report. No action taken.
23. Internal Auditor Report.
 - a. Audit Report: Monetary Receipts, Disbursements and Deposits Review – Brown County Treasurer (Previously Distributed). To accept the audit with the additional change to Finding #1.
 - b. Board of Supervisors Budget Status Financial Report–March 2016 (Unaudited). Receive and place on file.
 - c. Board of Supervisors Budget Status Financial Report (Veterans’ Recognition Subcommittee) – March 2016 (Unaudited). Receive and place on file.
 - d. Monthly Status Update: April 1 – April 30, 2016. That 23d be held until further requested.
24. Treasurer - ACTION - Review and approval or rejection of bids for tax deed properties: (Bid results of 5-6-16 to be handed out at meeting)

Parcel #	Municipality	Address	Min. Starting Bid
M-702-8	Town of Morrison	3835 Queens Road	\$ 15,000
7-467	City of Green Bay	1021 Eastman Ave.	\$ 11,000

 - i. To approve the sale of Parcel M-702-8 to DLRC, LLC in the amount of \$43,000 in addition that the buyer is responsible for the 2015 delinquent property taxes due of \$2,194.90.
 - ii. To approve the sale of Parcel 7-467 to Joe Theys in the amount of \$17,250.
25. Treasurer - Discussion with action re: Left over Parcels from 2015 as follows:
7-740 19-423 7-328 7-411 7-738 ND-278-1 21-1293-2
To approve To approve ND-278-1 for \$7,700.
26. Treasurer - Discussion with action re: Process to sell the 20 Brown County owned Parcels obtained by Foreclosure 4-14-2016 as follows:
HB-347-A
M-147
R-8-1: To set the price at \$220.00 and allow the Treasurer to make the offer to the adjoining landowner.

- SU-2496
 - 1-20-1
 - 14-997
 - 18-31
 - 18-49
 - 18-50
 - 18-51
 - 18-52
 - 19-141-A
 - 19-273
 - 20-64
 - 20-162
 - 3-12
 - 3-1175-R
 - 5-330
 - 6-469
 - 8-279
27. Treasurer - Optional closed session agenda item to discuss any issues involving bargaining the potential sale of the above listed parcels (as provided by WI Statute 19.85)
 19.85(1)(e) (e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.
- i. To enter into closed session. Motion carried 5 to 1.
 - ii. Return to regular order of business. No action taken.

d) Report of Human Services Committee of April 27, 2016.

1. Review Minutes of:
 - a) Aging & Disability Resource Center of Brown County Executive & Finance and Nominating & Human Resources Meeting (November 11, 2015).
 - b) Children with Disabilities Education Board (April 12, 2016).
 - c) Criminal Justice Coordinating Board (January 21, 2016).
 - d) Human Services Board (April 14, 2016).
 - e) Ad Hoc Mental Health Treatment Committee (February 19, 2016).
 - f) Veterans' Recognition Subcommittee (March 15, 2016).Receive and place on file Items 1 a-f.
2. Communication from Supervisor Sieber re: To examine scheduling issues at Community Treatment Center. To place "examine scheduling issues at Community Treatment Center" as a standing item under Human Services Department.
- 2a. Report - Teen Parent Program Quarterly Outcome Report, Catholic Charities – Informational. Receive and place on file.
- 2b. Resolution - 2015 Balanced Budget Adjustment. To move forward. See Resolution & Ordinances.
3. Human Services Dept. - Executive Director's Report. Receive and place on file.
4. Human Services Dept. - Financial Report for Community Treatment Center and Community Programs. Receive and place on file.
5. Human Services Dept. - Statistical Reports.
 - a) CTC Staff – Double Shifts Worked.
 - b) Monthly CTC Data – Bay Haven Crisis Diversion/Nicolet Psychiatric Hospital.
 - c) Monthly Inpatient Data – Bellin Psychiatric Center.
 - d) Child Protection – Child Abuse/Neglect Report.
 - e) Monthly Contract Update.
 - i. Suspend the rules to take Items 5 a-e together.
 - ii. Receive and place on file Items 5 a-e.
6. Human Services Dept. - Request for New Non-Continuous Vendor. To approve.
7. Human Services Dept. - Request for New Vendor Contract. To approve.
8. Audit of bills. To pay the bills.

e) Report of Planning, Development and Transportation Committee of April 25, 2016

1. Review minutes of:
 - a. Planning Commission Board of Directors (February 3, 2016). Receive and place on file.
2. Communication from Supervisor Van Dyck re: Request that the Highway Department install "No Engine Braking" signs on Hwy G in the vicinity of the intersection with Scray Hill Road. To hold until May meeting.
3. Communication from Supervisor Erickson re: That staff look at including the purchase of a drone in 2017 budget to be collectively used by Planning, Public Works, Airport, Zoning, Parks, NEW Zoo and any other county departments that may have a need for these types of video or pictures. *No motion made, Erickson asked that it be held for a month.*
4. Communication from Supervisor Erickson re: Look into the possible purchase of the property located on the Fox River at Broadway and West Mason Street to be used as port expansion that adds to the economy of Greater Green Bay and Brown County. To hold for 90 days.
5. Communication from Supervisor Dantine re: To have the Airport start a dialog with the Green Bay Packers to bring visiting teams through Austin Straubel and stay at the new Kohler hotel during Packer season. Receive and place on file.
6. Airport - Budget Status Financial Report for March 2016. Receive and place on file.
7. Airport - Director's Report. Receive and place on file.
8. Register of Deeds - Budget Status Financial Report for March 2016. Receive and place on file.
9. Register of Deeds 2015 Annual Report. To approve.
10. Planning Commission Budget Status Financial Reports for January, February & March 2016 (unaudited). Receive and place on file.
11. Planning Commission - Budget Adjustment Request (16-28): Any increase in expenses with an offsetting increase in revenue. To approve.
12. Planning Commission - Update regarding development of the Brown County Farm property – standing item. *No action taken.*
13. Property Listing - Budget Status Financial Reports for January, February & March 2016 (unaudited). Receive and place on file.
14. Zoning - Budget Status Financial Reports for January, February & March 2016 (unaudited). Receive and place on file.
15. UW-Extension - Budget Status Financial Report for March 2016. Receive and place on file.
16. UW-Extension - Budget Adjustment Request (16-30): Any increase in expenses with an offsetting increase in revenue – Grant funds to implement an afterschool financial literacy program. To suspend the rules to take Items 16, 17 & 18 together.
17. UW-Extension - Budget Adjustment Request (16-31): Any increase in expenses with an offsetting increase in revenue – Funds from UW-Ext (State) to plan and implement a community garden for Somali population. *See Item 18.*
18. UW-Extension - Budget Adjustment Request (16-32): Any increase in expenses with an offsetting increase in revenue – Funds from BC Dairy Promotions to offer foodie camp for youth. To approve Items 16, 17 & 18.
19. UW-Extension - Director's Report. Receive and place on file.
20. Port - Budget Status Financial Report for March, 2016. Receive and place on file.
21. Resource Recovery Budget Status Financial Report for March, 2016. Receive and place on file.
22. Port & Resource Recovery - Director's Report. Receive and place on file.
23. Public Works - Summary of Operations. Receive and place on file.
24. Public Works - Director's Report. Receive and place on file.
25. Resolution authorizing conveyance of certain excess county highway property on CTH G/George Street from Broadway Street to Wisconsin Street in the City of De Pere. To approve. See Resolutions & Ordinances.
26. Initial Resolution Authorizing the Issuance of Not to Exceed \$7,135,000 General Obligation Corporate Purpose Bonds of Brown County, Wisconsin in one or more series at one or more times. To approve the resolution. See Resolutions & Ordinances
27. Audit of bills. To audit the bills.

ei) Report of Land Conservation Subcommittee of April 25, 2016

1. Open Positions Report. Receive and place on file.
2. Budget Status Report for March 2016. Receive and place on file.
3. Discussion and approval to publish Community Digester RFP. To approve
4. Director's Report:
 - a. Land and Water Plan Update
 - b. WDNR Fisheries Award-Pike Restoration. Receive and place on file Items 4a and b.

f) Report of Public Safety Committee of May 2, 2016

1. Communication from Supervisor Nicholson re: Requesting Judge Atkinson to review a court order seizure of a vehicle when there is a conviction of OWI/DWI and revoked license. *Held for one month for review by the District Attorney's office.* Hold for one month.
2. Communication from Supervisor Clancy re: Request by the Town of Morrison for assistance in procuring a tornado warning siren. To refer to Emergency Management.
3. Communication by County Board Chair Moynihan re: Northern Building/Other Brown County Facilities. To have the Sheriff conduct a security audit and include Jeff Oudeans and come back to the Committee once complete.
4. Initial Resolution Authorizing the Issuance of Not to Exceed \$7,135,000 General Obligation Corporate Purpose Bonds of Brown County, Wisconsin in one or more series at one or more times. To approve \$225,000. See Resolutions & Ordinances.
5. 2015 Balanced Budget Adjustment. To approve.
6. District Attorney - Budget Status Financial Report for March, 2016. Receive and place on file.
7. Public Safety Communications Budget Status Financial Reports for January, February and March 2016. Receive and place on file.
8. Public Safety Communications - Budget Adjustment Request (#16-27): Any increase in expenses with an offsetting increase in revenue: Federal grant awarded to Hazmat Team for Hazardous Materials Emergency Preparedness/Hazmat Team Boom Deployment Training. To approve.
9. Public Safety Communications - Director's Report. *No action taken.*
10. Medical Examiner - Budget Status Financial Report for April 2016. Receive and place on file Items 10 & 11.
11. Medical Examiner - 2016 Activity Spreadsheet. *See action at Item 10 above.*
12. Medical Examiner - Resolution re: Reorganization of the Medical Examiner Table of Organization. To approve. See Resolutions & Ordinances.
13. Sheriff - Budget Status Financial Report for March 2016. Receive and place on file.
14. Sheriff - Budget Adjustment Request (#16-26): Any increase in expenses with an offsetting increase in revenue: Increase Drug Task Force federal grant revenue to purchase surveillance equipment. To approve.
15. Sheriff - Budget Adjustment Request (#16-33): Any increase in expenses with an offsetting increase in revenue: Increase overtime and fringe to reflect participation in a Seat Belt Enforcement grant from Wis. DOT BOTS Office. To approve
16. Sheriff's Report. Receive and place on file.
17. Clerk of Courts - Budget Status Financial Report for March 2016. Receive and place on file.
18. Circuit Court, Commissioners, Probate - Budget Status Financial Reports for January, February and March 2016. Receive and place on file.
19. Emergency Mgmt. - Budget Status Financial Reports for January, February and March 2016. Receive and place on file.
20. Audit of bills. To pay the bills.

fi) Report of Special Public Safety Committee of May 18, 2016

1. Discussion and possible action re: Request by the Town of Morrison for assistance in procuring a tornado siren. *Motion pending Special Public Safety meeting of May 18, 2016.*

10. Resolutions & Ordinances:

Budget Adjustments Requiring County Board Approval

- a. Resolution Approving Budget Adjustments to Various Department Budgets.

Administration Committee

- b. Resolution Authorizing Payment for Green Bay City Council Chambers Chairs. Motion at Admin: To approve.

Administration Committee, Human Services Committee and Public Safety Committee

- c. 2015 Balanced Budget Adjustment. Motion at Admin: To approve; Motion made at Human Services: To approve; Motion at Public Safety:..

Administration Committee, Executive Committee, Planning, Development & Transportation Committee and Public Safety Committee

- d. Initial Resolution Authorizing the Issuance of Not to Exceed \$7,135,000 General Obligation Corporate Purpose Bonds of Brown County, Wisconsin in one or more series at one or more times. Motion at Admin: To approve; Motion at Exec: To approve; Motion at PD&T: To approve the resolutions; Motion at Public Safety: To approve \$225,000.

Executive Committee

- e. An Ordinance to Amend Section 4.27 of the Brown County Code Entitled, "Authorization to Hire". Motion at Exec: To approve and make the change as proposed by Supervisor Lund and forward to Corporation Counsel to review the language in case there were necessary changes.

Executive Committee and Public Safety Committee

- f. Resolution re: Reorganization of the Medical Examiner Table of Organization. Motion at Exec: To approve; Motion at Public Safety: To approve.

Planning Development & Transportation Committee

- g. Resolution authorizing conveyance of certain excess county highway property on CTH G/George Street from Broadway Street to Wisconsin Street in the City of De Pere. Motion at PD&T: To approve.

11. Closed Sessions:

Executive Committee:

- a. Discussion with action re: Process to sell the 20 Brown County owned Parcels obtained by Foreclosure 4-14-2016 as follows:

HB-347-A

M-147

R-8-1

SU-2496

1-20-1

14-997

18-31

18-49

18-50

18-51

18-52

19-141-A

19-273

20-64

20-162

3-12

3-1175-R

5-330
6-469
8-279

- b. Optional Closed Session agenda item to discuss any issues involving bargaining the potential sale of the above listed parcels (as provided by WI Statute 19.85)
19.85(1)(e) (e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.

- 12. Such other matter as authorized by law.**
- 13. Bills over \$5,000 for period ending April 30, 2016.**
- 14. Closing Roll Call.**
- 15. Adjournment to Wednesday, June 15 at 7:00 p.m., Legislative Room 203, 100 N. Jefferson Street, Green Bay, Wisconsin**

Submitted by:



Patrick W. Moynihan, Jr.
Board Chairman

Notice is hereby given that action by the County Board of Supervisors may be taken on any of the items which are described or listed in this agenda. The County Board of Supervisors may go into Closed Session: Pursuant to Wis. Stats. § 19.85(1)(e) to deliberate or negotiate the purchasing of public properties, investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.



BROWN COUNTY LIBRARY
515 PINE STREET GREEN BAY, WI 54301-5194

PHONE (920) 448-5810
FAX (920) 448-4364

BRIAN M. SIMONS
EXECUTIVE DIRECTOR

Simons_BM@co.brown.wi.us
www.browncountylibrary.org

EAST BRANCH FACILITY AD HOC COMMITTEE
NOTE LOCATION: Ashwaubenon Branch Library
1060 Orlando Drive
Thursday, May 19, 2016
4:15 p.m.
AGENDA

1. Call to Order
2. Approve/Modify Agenda
3. List Possible Options for Future East Branch Facility
4. Assign Roles for Exploration of Options
5. Such Other Matters as are Authorized by Law
6. Adjournment

Notice is hereby given that action by the Library Board may be taken on any of the items which are described or listed in this agenda.

Any person wishing to attend the Library Board Meeting who, because of a disability requires special accommodations, should contact the Brown County Library at 448-4400 at least one working day in advance of the meeting so that arrangements can be made.

A handwritten signature in black ink, appearing to read 'Michael W. Aubinger'.

Michael Aubinger
Library Board President



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"Connecting people, ideas, and community."

BROWN COUNTY LIBRARY BOARD

NOTE LOCATION: Ashwaubenon Branch Library

1060 Orlando Drive

Thursday, May 19, 2016

5:15 p.m.

AGENDA

1. Call to Order
2. Approve Agenda and Minutes
3. Communications and Open Forum for the Public
4. Library Business
 - a. Financial Manager's Report, Bills and Donations
5. Facilities Report
 - a. Observation, Discussion and Possible Action Regarding Ashwaubenon Branch Roof
 - b. Discussion and Possible Action Regarding 425 Funds
6. Approve Potential Central Library Third Floor Tenant
7. Discussion and Possible Action Regarding HGA Facilities Master Plan
8. Discussion and Possible Action on Green Bay Model Railroader's Club Lease Renewal
9. Nicolet Federated Library System
10. President's Report
11. Library Director's Report
12. Old Business
13. Such Other Matters as are Authorized by Law
14. Adjournment

Notice is hereby given that action by the Library Board may be taken on any of the items which are described or listed in this agenda.

Any person wishing to attend the Library Board Meeting who, because of a disability requires special accommodations, should contact the Brown County Library at 448-4400 at least one working day in advance of the meeting so that arrangements can be made.

A handwritten signature in black ink, reading "Michael M. Aubinger". The signature is written in a cursive style with a large, stylized 'M' and 'A'.

Michael Aubinger
Library Board President



MAY 2016

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1	2 Public Safety 12:15 pm	3	4	5 Ed & Rec 5:30 pm	6	7
8 	9 Executive Cmte 5:30 pm	10	11	12	13	14
15	16 Mental Health Ad Hoc Cmte Cancelled	17 Veterans Recognition Subcmte 4:30 pm	18 Special Public Safety Cmte 6:45 pm Board of Supervisors 7:00 pm	19	20	21
22	23 Land Con 6 pm PD&T 6:15 pm	24	25 Human Svc 5:30 pm	26	27	28
29	30 	31				

BROWN COUNTY COMMITTEE MINUTES

- **Children with Disabilities Education Board (May 10, 2016).**
- **Harbor Commission (February 15, 2016).**
- **LEAN Steering Committee (April 7, 2016).**
- **Local Emergency Planning Committee (May 10, 2016).**
- **NWTC Board of Trustees (April 13, 2016).**
- **Rural Specialized Transportation Needs Study Advisory Committee Meeting #1 (April 21, 2016).**
- **Veterans' Recognition Subcommittee (April 19, 2016).**

To obtain a copy of Committee minutes:

http://www.co.brown.wi.us/minutes_and_agendas/

OR

Contact the Brown County Board Office or the County Clerk's Department

PROCEEDINGS OF BROWN COUNTY CHILDREN WITH DISABILITIES EDUCATION BOARD:

A regular meeting was held on Tuesday, May 10, 2016.

Board Members Present: J. Mitchell, B. Osgood, S. King, B. Clancy

Board Members Excused:

Others Attending: B. Natelle, A. Nizzia, J. Driessen, C. Maricque

1. Call to order – 4:00 p.m. – S. King.
2. Action Item: Approval of Board Minutes April 12, 2016: R. Osgood moved to approve the minutes of the April 12, 2016 Board meeting. J. Mitchell seconded the motion. Motion carried.
3. Action Item: Approval of Agenda. B. Clancy moved to approve the agenda. J. Mitchell seconded the motion. Motion carried.
4. Action Item: Donations:
 - Denmark Lions Club - \$500 for Lions Camp
 - Numotion – Physical Therapy equipment
 - UBake – ingredients for the spaghetti dinner
 - Randy Piontek – ingredients for the spaghetti dinner
 - Carolyn Maricque – books for the classrooms
 - Wayne & Judith Schaut - \$50 for students who can't afford an outing
 - In memory of Jacob Van Laneri
 - Woman's club of De Pere - \$150 for a graduation celebration
 - Carla Lieb – \$25 for books for the school library
 - Kris Brassil - \$40 worth of books for Morrissey's classroom
 - Our Lady of Lourdes - \$559 for technology needs
 - The Alberta Kimball Foundation - \$5,000 for Camp SOAR
 - Herman's Club - \$100 for 2016 Lions Camp
5. Action Item: Financial Report: J. Mitchell moved to accept the financial report for the period ending March 31 and place it on file. B. Clancy seconded the motion. Motion carried.
6. Action Item: Administrators Report: B Natelle reported the Parent Organization held a Teacher Appreciation Lunch for all staff on May 10, 2016. The parents seem to meet the various dietary restrictions of staff members who are all very appreciative.

R. Osgood shared his satisfaction of the tour he recently took his SNC students on at Syble Hopp School. Many of the students have expressed a desire to attend Lions Camp with the children.
7. Action Item: Resignation: B. Natelle read a letter from S. Kwaterski who is resigning her position at SHS to teach at a high school level and to coach dance. B. Clancy moved to accept the resignation of S. Kwaterski. R. Osgood seconded the motion. Motion carried.
8. Action Item: Replacement staff:

A. Nizzia presented D. Mendolla to fill a position at Hopp due to a one year leave. Ms Mendolla completed her training at Hopp School several years ago and will make a nice addition to the staff. B. Clancy moved to approve the hiring of D. Mendolla. J. Mitchell seconded the motion. Motion carried.

PROCEEDINGS OF BROWN COUNTY CDEB, May 10, 2016:

J. Driessen presented H. Schroeder who will replace a temporary staff member in the West DePere School District. Ms. Schroeder is completing her student teaching training this semester. J. Mitchell moved to approve the hiring of H. Schroeder. B. Clancy seconded the motion. Motion carried.

J. Driessen presented C. Geise to fill a position in Denmark currently being filled by a temporary teacher. Ms. Geise is a recent graduate. B. Clancy moved to approve hiring C. Geise. J. Mitchell seconded the motion. Motion carried.

9. Action Item: Teacher Contracts: J. Mitchell moved to issue teacher contracts as presented. R. Osgood seconded the motion. Motion carried.
10. Action Item: Payment of Bills: B. Clancy moved to pay the bills for the period ending April 2016. R. Osgood seconded the motion. Motion carried.
11. Action Item: Adjournment. B. Clancy moved to adjourn the meeting at 4:40 pm. R. Osgood seconded the motion. Motion carried.

PORT & RESOURCE RECOVERY DEPARTMENT



2561 SOUTH BROADWAY
GREEN BAY, WI 54304

PHONE: (920) 492-4950 FAX: (920) 492-4957

DEAN R. HAEN

DIRECTOR

PROCEEDINGS OF THE BROWN COUNTY HARBOR COMMISSION

A meeting was held on **Monday, February 15th, 2016**
Port & Resource Recovery Department 2561 S. Broadway, Green Bay, WI 54304

1) The meeting was officially called to order by President Tom Klimek at 10:30 am.

2) Roll Call:

Present: President Tom Klimek
Commissioner Bernie Erickson
Commissioner Hank Wallace
Commissioner Tim Feldhausen
Commissioner Mike Vizer
Commissioner Ron Antonneau
Commissioner Ngosong Fonkem

Excused: Vice President Bryan Hyska
Commissioner John Hanitz

Also Present: Dean Haen, Brown County P&RR
Mark Walter, Brown County P&RR
Shelby Schraufnagel, Brown County P&RR
Jim & Sylvia Graefe, Residents

3) Approval/Modification – Meeting Agenda

A motion to approve the agenda was made by Mike Vizer and seconded by Hank Wallace.
Unanimously approved.

4) Approval/Modification – December 14th, 2015 Meeting Minutes

A motion to approve the minutes of December 14th, 2015 was made by Bernie Erickson and seconded by Tim Feldhausen. Unanimously approved.

5) Announcements/Communication

New Commissioner Introduction. Ngosong Fonkem explained that he received his MBA and Law Degree in West Virginia and a Masters in Law in Shipping from Tulane University. He then

moved to Asia to teach law and worked for a French energy company. Mr. Fonkem recently moved back to Wisconsin and is excited to be of service to the community.

Commissioner Erickson pointed out that the verbiage for the memorial plaque was approved by Chet McDonald.

Mr. Haen explained that the Port display in the Northern Building will need to be updated.

6) Fox River Environmental Clean-Up Project – Public Comments/Update on Standing Item

Mr. Haen explained that the Fox River Environmental Clean-Up Project will be starting again in four to six weeks. The project has one year of dredging and two years of capping left.

A comment from the public was made by Jim Graefe inquiring about the pile of material that the dredging project has sitting by the GP plant. Mr. Haen explained that the pile is probably sand from the dredging project to be beneficially reused or sand that they are bringing in for use as capping material. He did add that the project was dredging RGL Holding's dockwall and it could be the material that is coming out of there as well.

Commissioner Wallace asked what is taking place on the issues with capping. Mr. Haen explained that last year the Corps successfully dredged over the I-43 petroleum pipeline. A communication was sent to the DNR, EPA and the Project explaining that if the Corps is able to successfully dredge over pipelines, then the Project should also be able to dredge and not cap over utility crossings. There has been no response from the DNR or EPA. Commissioner Wallace also asked what is happening with individual challenges with docks. Mr. Haen explained that RGL Holdings is getting a new dockwall installed by the Project. The Project says that they may remove the dockwall when the dredging is complete. Mr. Haen communicated that the project will not actually do that and RGL Holdings will end up with improvements on their facility. The project has helped RGL Holdings make their property viable again.

Commissioner Vizer commented on the RGL Holdings situation and on the negative press that the Port received on the St. Marys barge sitting at KK Warehousing near the Walnut Street Bridge. RGL Holdings informed St. Marys that the barge would not be able to return to RGL Holdings slip. Commissioner Vizer is in the process of looking for a new location for the barge to sit and asked for any advice on where it could possibly be kept. Mr. Haen added that St. Marys would like to limit the number of times the barge will need to be moved. Commissioner Vizer added that it costs \$20,000 to be moved. Right now there are a few preliminary options for where this barge could be moved to in Green Bay.

Commissioner Erickson asked if the barge is being used. Commissioner Vizer explained that the barge is a floating asset. Commissioner Erickson advised that the slip south of Wisconsin Public Service might be available. The slip has been boarded off for several years and dredging might need to be done.

Commissioner Klimek asked if moving the barge to Oconto or Sturgeon Bay would be too far. If it is only a depth of 8 feet that the barge needs Oconto could be a good option. K&K Integrated in Marinette might have available space since they have gotten rid of the old car ferry. Mr. Haen added that Escanaba has a lot of unused dockwall space.

Commissioner Antonneau asked what the long term plan is for the barge. Commissioner Vizer responded that St Marys corporate office is not giving that information out. He added that it is an

asset that is being kept in case one of the two ships that St. Marys operates stops working. The barge then can take over and the company won't be out of the market.

7) 2015 Annual Report – Request for Approval

Mr. Haen explained that in 2015, 1.9 million tons of cargo was brought through the Port of Green Bay. This was an overall decrease of 14% when compared to 2014. In 2014, the shipping season brought in the most tonnage since 2007 making it a really good year. Anytime cargo is around 2 million tons, then the port and economy in Green Bay/Northeastern Wisconsin is doing well. An interesting statistic to point out is that even though there was a 14% decrease in cargo moved, there was a 26% decrease in the number of ships that traveled through the port. With water levels being higher, ships are able to carry more tonnage per load; therefore, fewer ships are needed. The 2015 season started earlier and ended significantly later. The last ship arrived January 15th, 2016 and did not leave until the 23rd. Mr. Haen predicts that the season will start early in 2016 due to a mild winter. Cement will be one of the first commodities to arrive due to limited storage. Mr. Haen believes that this year may see another decrease in tonnage. Commissioner Klimek added that cargo moved by rail is down as well.

Commissioner Vizer commented that the Portland Cement Association (PCA) predicted an 8% increase nationwide in cement sales. While homebuilding is generally 12-15% of sales there is a lot of construction and farm work to be done.

Mr. Haen stated that an economic impact study will be conducted in 2016 using 2015 numbers. The last economic impact study was conducted in 2010. He also went on to explain the 2015 goals and whether or not these were completed or still in progress. This includes work with the strategic plan, beneficial dredge material, Fox River Clean-Up Project, Cat Island Chain, and the Renard Island easement and lakebed.

Commissioner Antonneau advised that Mr. Haen interact with WMC, they have been doing a lot with import and export with the state of Wisconsin and could be a potential resource. Mr. Haen stated that he has been working and educating Jason Culotta, from WMC, on the port business. Mr. Culotta could be a resource with his list of memberships in regards to commodities including fertilizer movement in the port.

Mr. Haen went on to explain 2016 work items that staff will be working on. These include moving containers through the port, liner service, marketing Bylsby, closing out the Cat Island project, taking ownership transfer of Renard Island, etc.

Commissioner Klimek asked if the Economic Impact Study would be done in-house. Mr. Haen explained that all of the port entities and businesses on the Great Lakes are pitching in to have the economic impact study done by Martin Associates. For \$10,000, the Port of Green Bay can pay to have individual economic impact study conducted as part of the larger project.

A motion to approve the Annual Report was made by Ron Antonneau and seconded by Bernie Erickson. Unanimously approved.

8) WDOT Harbor Assistance Program Statement of Intentions – Request for Approval

Mr. Haen explained that the Statement of Intentions (SOIs) is an annual effort; it is a list of submittals for potential grants. Some of the projects have been submitted for over 10 years in a

row. RGL Holdings is submitting a new request for \$1 million to get their new dockwall fully functional. Mr. Walter will help to find them business when their port facility is available.

Commissioner Antonneau advised Mr. Haen to write a letter in regards to the SOIs to heighten their importance. This letter should be signed by Mr. Haen, Commissioner Klimek, County Executive, oversight committee Chairman Bernie Erickson, and County Board Chairman Patrick Moynihan. The following names should be carbon copied: Senators Lasee, Cowles and Hansen and every assembly person in those three senate districts.

A motion to approve the WDOT Harbor Assistance Program Statement of Intentions was made by Hank Wallace and seconded by Ron Antonneau. Unanimously approved.

9) Corps Final Accounting for the Cat Island Project - Update

Mr. Haen explained that a Project Partnership Agreement (PPA) was signed with the Army Corps of Engineers to build Cat Island. The project came in under budget and well ahead of schedule. The Corps has been touting the project nationally as a way to do business moving forward with great economic and environmental benefits. A letter was received from the Corps a week ago stating that \$400,000 contributed by the County to the project is not eligible for reimbursement. Instead of trying to work out the situation together, the Corps sent this formal letter and will likely not budge on their stance. Mr. Haen responded to the Corps that they served as the project manager and they allowed the County to contribute \$400,000 above and beyond our share of 25% of the project costs. Mr. Haen also referenced the PPA has reimbursement provision and has requested reimbursement. Mr. Haen spoke personally with several key Corps district and division personnel explaining that this is a Corps problem that needs to be resolved. Mr. Haen will also be in communication and will be visiting with Congressional offices. A letter was written to the Corps with federal legislators carbon copied regarding this issue; legislators are now waiting in the back if Mr. Haen needs their assistance. . Two solutions seem to be present; the Corps can either write a check to the Port of Green Bay for \$400,000 or reduce the amount due by \$400,000 as part of the 10% cash payment owed to the Corps. Commissioner Feldhausen stated if unresolved, send the Corps the remaining 10% cash payment less the \$400,000 as payment in full.

Mr. Haen reminded the Commissioners that the Amendment #1 of PPA approved by the commission and signed by the County Executive was return by the Corps because of a minor change. The Amendment may serve as a mechanism to resolve the situation.

The Commissioners commended Mr. Haen on his fast turn around and quick communication with federal legislators.

10) Property Acquisition Plan - Update

Mr. Haen explained both the Annual Report and the 5-year Strategic Plan identify development of a property acquisition plan this year. The port has roughly \$2 million potentially available for property acquisition purposes. Any investment of these funds would need the security of sufficient revenue generation to accumulate funds for the next potential purchase. If land is chosen that does not create sufficient revenue the fund would be exhausted and the opportunity lost. A property acquisition plan created by this commission will lay the foundation and understanding of the use of money and strategies for future commissions to determine the facilities and locations that should be looked at to know the property meets the criteria.

Commissioner Fonkem reached out to Mr. Haen noting his interest in leading this group; Commissioner Wallace volunteered to help as well.

Commissioner Klimek suggested that a meeting be held to start gathering potential locations.

11) 2015 Public Communication Outreach Report – Update

Mr. Haen explained that Leonard and Finco put together an outreach report for Port communications. In 2015, the Port was in print or online 153 times and on television 36 times. The budget for public relations outreach effort is \$35,000. The real value of the Port being in the news is equivalent to \$410,000 of outreach value.

12) Director's Report – Update

Mr. Haen explained that last year the WDOT held a public meeting regarding installing remote bridge operating equipment in Green Bay. The DOT applied to the Coast Guard and approval was denied. As part of the Metropolitan Planning Organization responsibilities, the County Planning Department had a public hearing at the request of WDOT for US DOT funding. Mr. Haen provided public comment in this session. The Port provided written testimony neither in favor nor against the technology, but that sole authority rests with the US Coast Guard. Without US Coast Guard approval public money has been wasted. At this time, nowhere in the country is a commercial port operated with remote bridges. Commissioner Erickson suggested that if the PD&T minutes make it into the next County Board agenda the County Board has the opportunity to not approve their minutes and stop forward progress of remote bridges.

The Port of Green Bay was awarded \$4.1 million from the President's Budget for Dredging in 2017. This is \$1.6M more than expected.

Mr. Haen explained pilotage was discussed at great length at the Conference in Cleveland. Both sides of the issue are prepared to sue the Coast Guard.

The dedication signs have been ordered and a date will be set for a dedication ceremony in April or May.

Mr. Haen explained the Maritime Strategy from the Council of Great Lakes Governors. The Governors from the Great Lakes states and two Canadian Provinces Premiers put the document together. It is a broad document with little detail, but hold great promise, in that the states will become more involved in port-related economic development. Mr. Haen commends the document. The issue will be how to implement their suggestions.

Next week Mr. Haen will be in Washington D.C. speaking with our federal legislators about Cat Island and federal policy positions from AGLP. Commissioner Antonneau requested that Mr. Haen discuss with legislators the issue on exporting water from the Great Lakes. He also suggested that a statement should be put together regarding the Harbor Assistance Program (HAP). He added that a letter regarding the HAP should be signed by Mr. Haen, Commissioner Klimek, the County Executive, oversight committee Chairman Bernie Erickson, and County Board Chairman Patrick Moynihan. The following should be carbon copied: Senators Lasee, Cowles and Hansen and every assembly person in those three senate districts to be more proactive on this issue.

Commissioner Feldhausen added that the compact situation will continue to resurface as water in the west decreases. Commission Klimek added that discussions are happening regarding moving water by tank car to the west.

13) Audit of Bills – Request for Approval

A motion to approve the audit of bills was made by Ron Antonneau and seconded by Mike Vizer. Unanimously approved.

14) Tonnage Report – Request for Approval

A motion to approve the tonnage report was made by Tim Feldhausen and seconded by Ron Antonneau. Unanimously approved.

15) Such Other Matters as Authorized by Law

There are no other matters as authorized by law.

16) Adjourn

A motion to adjourn the Harbor Commission meeting at 11:43 am was made by Hank Wallace and seconded by Ron Antonneau. Unanimously approved.

Tom Klimek, President
Harbor Commission

Dean R. Haen, Director
Port & Resource Recovery Department



Brown County LEAN Steering Committee Minutes of April 7, 2016

Attendance: Cathy Williquette Lindsay, Renee Ruiz, Troy Streckenbach, Brad Hopp, August Neverman, Brian Simons

Absent: Judy Knudsen, Maria Lasecki, Chad Weininger, Brittany Zaehring

Approve Minutes April 7, 2016 Meeting: A motion was made by Brian Simons and seconded by Renee Ruiz to approve the March 3, 2016 meeting minutes. Motion carried.

Report Out: Library Materials Selection – Given by Brian Simons and staff.

A total of 19 people were involved in material selection and this was in addition to their normal job duties. The main goal of this Lean Event was to reduce the number of people responsible for selection of materials thereby giving more time to employees for their primary obligations. They broke into teams and interviewed the subset of 19 with a range of different questions. CTQ Critical To Quality basics were used. One of the concerns was there was not enough time to focus on what was needed for selection. Eight employees were selected to be dedicated to selection materials with one of them being a manager. Automation software was also applied where the selectors could simultaneously order different formats of materials which were a significant time saver. Selectors were also given access to reports that made their jobs less cumbersome and gave them more empowerment. It was also determined that management should be concentrating on managing, not selecting. Some of the selectors chosen were new & some were previous selectors. Fresh eyes weeded out & replaced old and worn materials which in turn improved available selections for community usage.

Dale also had a quick 15 minute discussion with Brian about acquisitions and utilizing Logos they were able to make quick program changes.

Troy also asked the question: "Did anyone get fired over this process?" The answer simultaneously was "NO"!! This is not the objective of doing Lean Projects. Discussion that the Steering Committee needs to make sure Lean is accessible to employees and that they are empowered to have a meaningful impact, which in turns produces Job Satisfaction.

Brad asked: "What were the expectations of the employees & how were the changes received?" Some of the comments from team members were: Excitement, Fascinating on learning new ways to improve, empowering the selectors, very Positive experience. Many "light bulb" moments came about during this event.

Brad commented then: "If you like what you do – your job will be better and how you work will be improved".

Update on Event Request from Human Services: Defer to next month, Nancy Fennema unable to attend.

LEAN Budget Report given by Cathy Williquette Lindsay: One Expenditure of QI Macros for Excel (Balance now is \$2,327.)

Theda Clark LEAN Report Out given by Cathy Williquette Lindsay: a number of LEAN facilitators were able to attend a series of project report outs executed by Theda Care employees. Theda Care does report outs frequently. The employees are very enthusiastic with implementing LEAN. They produced very crisp reporting that was time sensitive and extremely polished!! Troy mentioned the CEO of Theda hands out the book "Everybody Matters" by Bob Chapman frequently. Brad offered to provide free copies of the book to any committee member or facilitator upon request.

Lean Facilitators will tour NEW Green Bay Water on May 6th and learn how they utilize LEAN.

LEAN New Employee Orientation Video update given by Cathy Williquette Lindsay: Needs to be re-done. Good first attempt but at a level beyond what a new employee needs to hear, too detailed on the process versus how LEAN impacts Brown County. Troy asked: "How do we rebrand a new LEAN viewpoint?" Brian commented: "It's a culture change – we need trust from top to bottom. Don't use negatives during orientation." Laura commented: "Make sure the little things count too – to new employees at orientation".

Discussion Taking a Broader Look at LEAN & NEW LEAN Tools- August & Brian: Brian talked about the Six Sigma, histograms, standard deviations and macros. Brian explained that QI Macros for Excel allows you to analyze data in a variety of formats and showed several different scenarios on how to utilize them. Macros really show your defects but yet also show your successes and how we can fix the defect. The story is told very quickly. August made clear again, that by engaging in LEAN the purpose is to be more successful and not for a method to eliminate jobs.

Request by facilitators in attendance to have Brian load worksheets from new lean tools into the Lean Facilitators folder in the shared drive where they can be shared and used for future lean events.

1:15 pm Adjourn

**PROCEEDINGS OF THE BROWN COUNTY
LOCAL EMERGENCY PLANNING COMMITTEE – LEPC**

Pursuant to Section 19.84, Wis. Stats. A meeting of the **Brown County Local Emergency Planning Committee** was held on Tuesday, May 10, 2016 @ 13:30 at Brown County Public Health Department.

PRESENT: Melissa Spielman, Justin Steinbrinck, Adam Butry, Michael Moore, Emery Coonen, Justin Hewitt, Bill Marotz, David Catalano, MSG John Craemer, Mike Schoen, Steve Johnson.
Special guests: Ed Olsen

- CALL MEETING TO ORDER:

The meeting was called to order by at 13:31.

- APPROVAL OF AGENDA:

A MOTION WAS MADE TO MOVE “RECOGNITION OF ED OLSEN” UP TO #4, AND THEN TO APPROVE THE AGENDA. Vote taken, MOTION CARRIED UNANIMOUSLY.

- APPROVAL OF MINUTES:

A MOTION WAS MADE TO APPROVE THE MINUTES. Vote taken, MOTION CARRIED UNANIMOUSLY.

- RECOGNITION OF ED OLSEN

- A plaque was presented to Ed Olsen by Melissa Spielman on behalf of the Brown County LEPC.

- LEPC ROUND TABLE:

- Mike Schoen reported that Omnova had shut down operations in Calhoun, GA... only distribution will remain there. Operations will now be done in Green Bay. It does not change the chemical components for the Green Bay facility.
- Michael Moore reported that Georgia Pacific has completed a multi-million dollar project to install two new clarifiers to replace the aging ones.
- Emery Coonen reported that Bay Industries has acquired a location in Canada... as expansion continues to take place.
- Justin Hewitt of Green Bay Water utility spoke about WisWarn—and mutual aid agreement that they are attempting to implement.
- Bill Marotz of Schneider, Inc. spoke of MOUs being updated with Ashwaubenon, the re-acquisition of a former building in Ashwaubenon that is expected to go into use in July. Marotz also gave an update on the news story involving the deceased body found in one of their trucks. The body is not that of the owner or driver of the rig.
- MSG John Craemer of the 432nd CAB spoke about their desire to hear more about the LEPC and how the 432nd can be involved.
- Adam Butry of HSHS-EWD spoke about their continuous search for opportunities to participate in table-top exercises or drills. They

are currently working with Sheboygan County at St. Nicholas for an active shooter exercise.

- Mike Schoen inquired about cyano kits being used in hospitals. Butry responded that he would need to look in to it, in order to answer. Spielman mentioned that EMS does include cyano kits for use on the scene. Schoen mentioned that the B-12 component will be more effective and less dangerous than previous options.
- Steve Johnson of the Health Department reported on the Ebola Exercise that involved numerous counties, including Brown. It was put on through NEW HERC, and was a useful all-hazards approach. Ebola, and other highly-infectious diseases could be used for this type of exercise. Takeaways included that the region is well-prepared, but an area of improvement would be practicing and proper preparation regarding PPE.
- Bill Marotz asked about Zika Virus preparedness. Johnson responded that educational awareness is the current course of action. Some public community displays and electronic monitors have been used to education and disseminate information. It is still unclear whether this virus will be a threat this far north.

- COMMITTEE REPORTS:

- A. EXECUTIVE COMMITTEE

- Spielman requested Vice Chair nominations. None were made, and the request was tabled until the next meeting.

- B. PUBLIC INFORMATION AND EDUCATION (PIE) COMMITTEE

- Severe Weather Awareness Week, and outdoor warning siren education was a top priority during the month of April. Siren education is important, and could be used in cases beyond severe weather, that could involve LEPC interests.

- C. PLANNING COMMITTEE

- A video was shown from the U.S. Chemical Safety Board regarding the fertilizer plant explosion in West, TX. Afterward, the discussion was about local zoning laws and public awareness. Johnson remarked on Public Health receiving complaints regarding foul odor from Sanimax in areas that were not residential when the facility was first put in place. Schoen remarked about fire and explosions risks be the more common risk, locally... beyond the toxicity risk. Omnova has received pressure to sell some of their land, but has refused. Spielman expressed concern about some businesses taking over vacant locations, and transporting in dangerous chemicals to an area that was previously not used as such.

- OTHER REPORTS:

- A. ARES/RACES UPDATE

- David Catalano reported out on an upcoming meeting next week to demonstrate the digital performance of sending out messages. Coming up on third Wednesday in May at 6:30pm, however, schedule is still a bit up in the air.
 - They also participated in Severe Weather Awareness Week,

with the afternoon drill prompting a roll call. They are used to send reports to the National Weather Service during events, and prompt both Brown County EM and Oneida Tribal EM. 21 HAM operators responded for the 1:45PM drill during the awareness week.

- Catalano also explained how they are used to check sirens for audio and rotation, to assist the county.
- They have school talks, and event inclusion (Cellcom Marathon, Tall Ships, other charity runs). A recent training opportunity brought in 13 new HAM operators... and they are at the highest participation levels ever.

B. RECENT SPILLS

- May 10, Schneider National, Diesel Fuel, 20 gallons

C. PUBLIC/PRIVATE PARTNERSHIP

- Marotz reported that he did not get to attend the Governor's Conference, but remains actively involved with Schneider and the state of Wisconsin with cyber security.
- Spielman brought up the opportunity for PPP workshops, that is state-funded, to bring in folks to learn. This year's funding deadline has passed, but it is expected to return again next year.

D. EM REPORT

- Spielman opened an invitation to observe the upcoming EOC table-top exercise, taking place tomorrow May 11th, and being run by WEM. Players include county department heads, MABAS, HAZMAT, County Executive, so all can understand what one's job may be. Scenario will include a chemical release, simultaneous to a large-scale event already occurring.
- Spielman also mentioned that she is resigning effective May 27th. Justin Steinbrinck will take over as interim-director at that time.

• PUBLIC COMMENT

- No public comment.

• SUCH OTHER MATTERS AS AUTHORIZED BY LAW

None

• ADJOURN

A MOTION WAS MADE TO ADJOURN AT 14:46. Vote taken, MOTION CARRIED UNANIMOUSLY.

Respectfully submitted,

Justin
Steinbrinck
EM Coordinator

Northeast Wisconsin Technical College District

Board of Trustees Meeting
Minutes

Wednesday, April 13, 2016

12:10 p.m.

NWTC-Marinette Campus
1601 University Drive, Marinette, WI 54143

The Board Chairperson called the April 13, 2016 NWTC Board of Trustees meeting to order and requested that roll call be taken.

Present: Laurie Davidson, Phyllis Habeck, Carla Hedtke, Kim Schanock, Ben Villarruel, Gerald Worrick

Excused: Cathy Dworak, Dave Mayer, Jeff Rickaby

Also Present: Mary Jo Tilot, Sandy Ryczkowski, Lori Suddick, Bob Mathews, Chet Lamers, Chris Dahlke, Jan Scoville, Karen Smits, Linda Hartford, Jill Champeau, Clark Wagner, Mark Weber, Gina Van Egeren, Anne Kamps, Elizabeth Paape, Randy Smith, Joe Draves, Scott Anderson, John Kopp, Greg Sebrow, Dean Stewart, Christine Polzin, Matt Petersen

Executive Session

Laurie Davidson moved that the Board go into Executive Session in accordance with State Statute 19.85(1)(c) (e) for the purpose of discussing the following items: 1) Issuance of Final Notices of Non-Renewal; and, 2) Negotiation of Potential Purchase of Property (12:10 p.m.).

Motion seconded by Phyllis Habeck.

Motion carried, with all voting "Aye" on roll call.

Ben Villarruel entered the meeting at this time (12:13 p.m.)

Laurie Davidson moved that the Board return to the regular order of business (12:40 p.m.).

Motion seconded by Ben Villarruel.

Motion carried, with all voting "Aye" on roll call.

Guests

Open Forum, Introduction of Guests, and Acknowledgements

The Chairperson asked for the introduction of any guests present at this time and invited public comment.

- Greg Sebrow, Student Senate President, Marinette Campus presented a petition signed by 61 names of students on campus for the continuation of the 2nd year of the CNC program. Communication was provided a month ago, and they are now worried about having to go to the Green Bay Campus to complete their degree. Many of those students have been employed already here in Marinette, and some students live further away from Marinette, and this would then be additional mileage for them.

Action Items (Roll Call Vote)

Bills

Bills Covering the Period of March 1-31, 2016 \$2,486,307.92

Detailed copies of the current disbursements for fiscal year 2016 for the month of March were forwarded to the Board Treasurer for review and recommendation to the Board for payment. Additional listings of the bills were available in the District Office for review by any interested person.

Laurie Davidson moved that Board approval be given for the March 2016 bills as presented.

Motion seconded by Phyllis Habeck.

Motion carried, with all voting "Aye" on roll call.

Budget Modifications

Board Exhibit 1 was a copy of the fund statements of proposed fund and function modifications to the FY 2016 budget, prepared in accordance with Wisconsin State Statute 65.90(5) and the Uniform Financial Fund Accounting System Manual of the Wisconsin Technical College System Board.

Laurie Davidson moved that the Board approve the proposed fund and function modifications contained in the fund statements and that such modifications be summarized and published per State Statute 65.90(5) as a Class I legal notice within ten days of Board approval and both exhibits be forwarded to the State Board.

Motion seconded by Ben Villarruel.

Motion carried, with all voting "Aye" on roll call.

Resolution Awarding the Sale of \$7,050,000 General Obligation Promissory Notes; Providing the Form of the Notes; and Levying a Tax in Connection Therewith

At its meeting on February 17, 2016, the Board authorized the borrowing of \$7,050,000 for FY 2016 capital budget needs (\$5,550,000 for moveable equipment, \$400,000 for site improvement and \$1,100,000 for building improvement). A draft resolution providing for the sale of General Obligation Promissory Notes in the amount of \$7,050,000, and specifying the amount of the tax heretofore levied, has been prepared by Bond Counsel and was attached as Board Exhibit 2. PMA Financial Network, Inc. will be soliciting competitive bids for the issue and presenting the bid tabulation and the winning bid for the sale of the notes at the meeting on April 13, 2016.

Phyllis Habeck moved that the Board adopt the resolution authorizing the sale of \$7,050,000 General Obligation Promissory Notes; providing the form of the notes; and levying a tax in connection therewith.

Motion seconded by Carla Hedtke.

- Michelle Wiberg, PMA Financial Network, Inc., presented the bid tabulation and the winning bid for the sale of the notes.
- Purchase is for the 2nd phase of district's annual capital borrowing, and the interest is 1.107%;
- Moody's rating remains at Aa1.

Motion carried, with all voting "Aye" on roll call.

Resolution Awarding the Sale of \$17,000,000 General Obligation School Improvement Bonds, Series 2016A

At its meeting on January 26, 2015, the Board authorized the borrowing of \$66,500,000 for capital expenditures. A draft resolution providing for the sale of General Obligation School Improvement Bonds in the amount of \$17,000,000, and specifying the amount of the tax heretofore levied, has been prepared by Bond Counsel and was attached as Board Exhibit 3. PMA Financial Network, Inc. will be soliciting competitive bids for the issue and presenting the bid tabulation and the winning bid for the sale of the bonds at the meeting on April 13, 2016.

Carla Hedtke moved that the Board adopt the resolution authorizing the sale of \$17,000,000 General Obligation School Improvement Bonds, Series 2016A

Motion seconded by Kim Schanock.

- \$17,000,000 in bonds awarded to Morgan Stanley at 2.061%. These are general school improvement bonds for referendum related projects

Motion carried, with all voting "Aye" on roll call.

Student Activity Fee Increase

The Student Senate approved an increase to the Student Activity Fee from 5.5% of tuition plus \$.25 per credit diploma fee to 5.8% of tuition plus \$.25 per credit diploma fee. This applies to enrollments for associate or technical diploma courses and will add \$.40 per credit revenue (FY17 rates) to the Student Government fund.

Phyllis Habeck moved that the Board approve the above recommended student fee change to be effective for the summer 2016 semester.

Motion seconded by Carla Hedtke.

- Funds are managed by the Finance Department and are used for speakers, student activities, support certain Student Activity positions, will provide funds for the Student Housing, and have provided funds for the Gym and Workout facility equipment on the Green Bay Campus.

Motion carried, with all voting "Aye" on roll call.

Issuance of Final Notices of Non-Renewal

Carla Hedtke moved that the Board approve the issuance of Final Notices of Non-Renewal as discussed in the Executive Session.

Motion seconded by Ben Villarruel.

Motion carried, with all voting "Aye" on roll call.

Resolution of Appreciation to Pamela Phillips

Phyllis Habeck moved that the Board approve the Resolution of sincere appreciation to Dr. Pamela Phillips for her dedicated years of service to the College and to Student Services and Student Success.

Motion seconded by Laurie Davidson.

- Chairman Worrick read the resolution at this time.

Motion carried, with all voting "Aye" on roll call.

Consent Items (Voice Vote)

Minutes

The minutes of the March 16, 2016 Board meeting were sent to Board members prior to the April Board meeting. It was recommended that Board approval be given for the March 16, 2016 Board meeting minutes as presented.

Faculty- Resignation

With regret, the College accepted the following resignation notice: Ronald Martin, Machine Tool Instructor, who has been with the College since March 3, 1998, has announced his resignation effective May 17, 2016.

It was recommended that the Board accept the resignation of Ronald Martin.

Faculty - Retirement

With regret, the College accepted the following retirement notices:

- Darrell McGill, Diagnostic Medical Sonography Instructor, who has been with the College since June 1, 2009, has announced his retirement effective July 21, 2016.
- Ruth Carriveau, Nursing Assistant Instructor, who has been with the College since May 1, 2003, has announced her retirement effective December 20, 2016.
- Julie Zimpel, Nursing Assistant Instructor, who has been with the College since August 1, 2003, has announced her retirement effective December 20, 2016.

It was recommended that the Board accept the retirement notices as listed above.

Center for Business & Industry (Contracts for Service)

Under the provisions of State Statutes 38.14 (3) and State Administrative Code WTCS 8, the District Board may enter into contracts to provide instructional or non-instructional services to public institutions, local governmental bodies, private institutions, industries, and businesses. District Board policy E240 delegates the authority to initiate a contract to the President, with the proviso that the contract is subject to retroactive approval by the Board. A report of fiscal year 2016 contracts pending Board approval was attached as Board Exhibit 4.

This report includes not only the in-district contracts but also the out-of-district and the out-of-state contracts. State Board Contract for Service Policy requires that the District Board receive a report at least quarterly on contracts entered into for which less than full cost is being charged. We have elected to provide the Board with this report on a monthly basis. This report uses a state formula in which the state annually calculates a percentage for indirect expenses (34.68% for on-campus and 27.88% for off-campus) such as administration, facilities, utilities, information systems, registration, counselors, insurance, etc., associated with a contract to determine full costs. The hourly rate of \$167.00 per hour along with the ability to project price was recommended by the department and approved by the Board. The intent is to recover the direct and indirect costs of delivering the services. Copies of the contracts were available for review by any interested person.

It was recommended that the Board approve the contracts for services identified in Board Exhibit 4.

Laurie Davidson moved that the Board accept the consent agenda items as follows: the March 16, 2016 Board meeting minutes; the resignation of Ronald Martin; the retirement notices of Darrell McGill, Ruth Carriveau, and Julie Zimpel; and the contracts for services identified in Board Exhibit 4.

Motion seconded by Phyllis Habeck.

Motion carried, with all voting “Aye” on voice vote.

Action Item

FY 2017 Budget

Jeff Rafn, President, Lori Suddick, Vice-President of Learning, and Bob Mathews, Vice-President of Business & Finance, presented the FY 2017 Capital and Operational budgets to the Board at this time.

The Board may take action on approving the FY 2017 Budget as presented/modified for the purpose of holding a Budget Public Hearing.

Ben Villarruel moved that the Board approve the FY 2017 operational and capital budgets for the purpose of conducting a Budget Public Hearing to be held on May 11, 2016 at 4:00 p.m. in the NWTC District Board Room.

Motion seconded by Phyllis Habeck.

- Most sought after position in healthcare right now is Nursing Assistant – medical facilities are paying sign-on bonuses to those being hired.
- Vacancy drag on the VP for Student Services was a concern to the Board. The Deans in the program are strong leaders and will be working directly with the President during the interim.
- Concern was expressed regarding the decision to eliminate the 2nd year of the CNC program in Marinette. May be shortsighted and have effects that we don’t always recognize when we make these decisions. The students that are then hired by employers are not able to make as much as if they had gone through the 2 years of the program.
- It was a request that the Board stay on the bigger picture of the budget, but Board members also requested that in the future students need to be able to complete their program in the same location as they signed up for the two year program. If enough students return to the 2nd year of the program, every effort should be made to accommodate that.

Motion carried, with all voting “Aye” on roll call.

Reports

Campus Dean Update

Jan Scoville, Dean, Regional Learning, Marinette Administration, provided an update on campus activities.

President’s Report

Enrollment Activity –

- Trend that we have seen in terms of where we will end is estimated at 6,361 FTE, which is more or less where we will be trending and what the College budget was built on.
- Numbers are currently showing much more positively for FY17.

Legislative Issues (state & federal) -

- State Senate and Assembly have both adjourned for the year, and the next session will start in September.
- Business & Legislative Luncheon was held last week, and all but two district legislators were in attendance. Making great strides in communicating with those legislators and having them reach out to the College.
- On Federal level big discussion is on affordability. A lot of discussion is being held on financial aid and allowing the student to enter their tax returns from two years prior rather than have to wait to file their taxes first and then request financial aid.
- Reduction in student debt is a goal of the Department of Education. Opportunity for students to apply for PELL grants for less than one year programs is also being looked at.

Current Events -

- The President shared the Finalist Award that NWTC received in the area of Award of Excellence for Student Success at the AACC Conference in Chicago on Monday, April 11, 2016.
- NWTC is also a finalist for the Hobson Award, which is given in Las Vegas in July.
- President has started video blogs for staff and will share with the Board of Trustees.

Referendum Update

Chris Dahlke reviewed the status of the various referendum projects.

Other Business & Adjournment

Other Business

Board members and administration will have an opportunity to identify items that weren't identified prior to the preparation of the agenda for referral to administration or placed on a future board agenda.

May Board Meeting

The May 11, 2016 Board meeting will be held at the NWTC-Green Bay Campus. The presentation will include:
1) K12 Partnerships.

Adjournment

Laurie Davidson moved that the April 13, 2016 Board of Trustees meeting be adjourned (2:40 p.m.).

Motion seconded by Phyllis Habeck.

Motion carried, with all voting "Aye" on voice vote.


Phyllis J. Habeck, Board Secretary

May 11, 2016

**Rural Specialized Transportation Needs Study
Advisory Committee Meeting #1
Brown County ADRC Wellness Room
Thursday, April 21, 2016
9:00 a.m.**

DRAFT MINUTES

Present: Christel Giesen, Devon Christianson, Kitty Carrie, Debbie Mercier, Joyce Hoes, Larry Puzen, Lois Trad, Marvin Rucker, Terry Gajeski, Tina Whetung, Lisa Conard, and Aaron Schuette.

Christel Giesen welcomed attendees.

Introductions were given.

Aaron Schuette presented information via PowerPoint.

Aaron Schuette explained the scope of the study as follows:

Brown County Rural Specialized Transportation Needs Study in 2016

Introduction

The specialized transportation service that has been provided to seniors and people with disabilities by the Lakeland Chapter of the American Red Cross for many years was formally transferred to N.E.W. Curative Rehabilitation, Inc. on July 1, 2015. As discussions about this transfer were occurring, representatives of the Aging and Disability Resource Center of Brown County (ADRC) expressed a desire to extend the specialized transportation service farther into the rural portion of the county in January of 2017.

The discussion participants agreed that there are many seniors and people with disabilities in rural Brown County who would benefit from the extended transportation service because they currently have few or no transportation options. However, the participants also agreed that it is important to identify where these unmet transportation needs exist before extending the service. This will enable N.E.W. Curative to allocate its limited financial, human, and capital resources in a way that maximizes the number of seniors and people with disabilities in the rural area who have access to the specialized transportation service.

Study Description

To identify unmet needs for specialized transportation service in the county's rural area, the Brown County Planning Commission (BCPC) proposes to develop a Rural Specialized Transportation Needs Study for the ADRC and N.E.W. Curative in 2016.

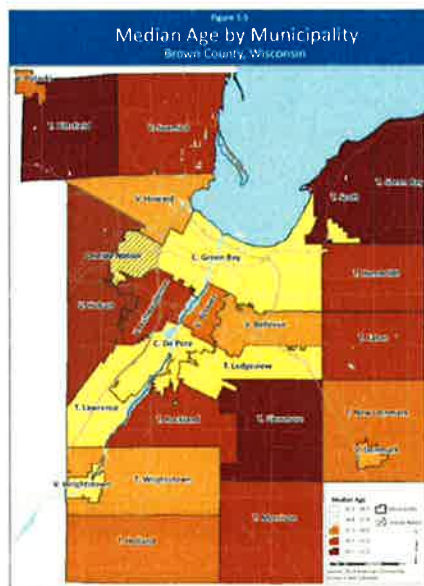
The study development process will include the following components:

- Data collection and mapping.

- Stakeholder interviews.
- Public outreach meetings.
- Analysis of the information obtained from the data collection efforts, stakeholder interviews, and public outreach meetings.

Development of a report that identifies where needs currently exist for rural specialized transportation service and where these needs are expected

Aaron Schuette presented population information provided by the US Census and Wisconsin Department of Administration (DOA). Data and projections show that Brown County is growing, particularly in communities that are closest to the urban area core. In addition, the number of seniors as a percent of the population is expected to grow. Historical growth, projected growth rates, numeric change, age cohorts, median age, life expectancy were presented and discussed.



Aaron Schuette provided an overview of what is considered urban and rural Brown County.



Aaron Schuette asked committee members to identify unmet transportation needs and issues facing Brown County.

The following issues/topics were identified by the committee members:

- Boundaries of public transit, paratransit, and specialized transportation - cannot get to outlying medical clinics (particularly on-demand – sick today).
- Children may not live in area – how do they get elderly relatives to appointments?
- Availability of on-demand transport is limited by volunteer availability.
- Need transportation for elderly veterans to Vet's clinic. Provide services from beyond immediate Brown County boundaries.
- Look at financial institutions and financial matters/ advising with family.
- Need to get young cancer, dialysis, etc. patients to appointments. Spouse has to work for insurance. How get to appointments?
- Need to make people aware of existing programs and comfortable using them.
- Overlapping of services in urban area may be more efficient to spread out service areas.
- Rural transportation services are not available to get me in to the city – community officials do not recognize the problem. People move from rural community to city to access services.
- There is a large demand for rural home to urban area destinations.
- Availability to access City bus routes. Only go as far west as NWTC. Oneida community health center would be good access point.
- Bus routes – could stop at park and rides and use bus routes for rest of trip.
- Many bus stops don't have shelters.
- Short distance mobility is difficult in Denmark. Couple blocks to grocery store or senior center – distance and cost.
- Is there a way to use school buses during day to bring people from rural villages to Green Bay?
- Availability of drivers and scheduling is an issue.
- Reliance on volunteer drivers is an issue.
- Transportation is prioritized by medical issues, but isolation is a major issue as well.
- There are seniors that should not be driving, but are continuing to drive because they have no other options.

Aaron Schuette stated he would like to conduct a number of one-on-one transportation stakeholder interviews and asked the committee member to provide him with names of individuals who have direct knowledge of issues.

The next committee meeting was set for:

**Rural Specialized Transportation Needs Study
Advisory Committee Meeting #2
Tuesday, June 7th, 2016
9:00 a.m.
ADRC**

**PROCEEDINGS OF THE BROWN COUNTY
VETERANS' RECOGNITION SUBCOMMITTEE**

Pursuant to Section 19.84, Wis. Stats., a regular meeting of the **Brown County Veterans' Recognition Subcommittee** was held on Tuesday, April 19, 2016 at 4:30 p.m. in Room 201 of the Northern Building, 305 E. Walnut Street, Green Bay, Wisconsin.

PRESENT: Chair Erickson, Delores Pierce, Duane Pierce, Jim Haskins, Louise Dahlke, Joe Witkowski, Rosemary Desisles, Jerry Polus, Ed Koslowski, Tracy Rosinski, Carl Soderberg

****Running Total of Veterans' Certificates: 1728**

1. Call Meeting to Order.

The meeting was called to order by Chair Bernie Erickson at 4:30 pm.

2. Invocation.

3. Approve/Modify Agenda.

Motion made by Jim Haskins, seconded by Tracy Rosinski to approve. Vote taken. MOTION CARRIED UNANIMOUSLY

4. Approve/Modify Minutes of March 15, 2016.

Motion made by Delores Pierce, seconded by Louise Dahlke to approve. Vote taken. MOTION CARRIED UNANIMOUSLY

5. Budget Status Financial Report, December, 2015.

Erickson explained the budget status financial report to the Subcommittee and indicated that the County Board has appropriated \$1,000 for the Subcommittee this year.

Motion made by Ed Koslowski, seconded by Duane Pierce to approve as presented. Vote taken. MOTION CARRIED UNANIMOUSLY

6. 2015 to 2016 Carryover Funds.

Erickson explained the carryover fund breakdown to the Subcommittee and indicated that he has worked with Internal Auditor Dan Process to restructure the veteran's portion of the budget to allow unused donations to carry over from year to year rather than being returned to the general fund.

Motion made by Jim Haskins, seconded by Joe Witkowski to approve as presented. Vote taken. MOTION CARRIED UNANIMOUSLY

7. Presentation By John Hoes and Karen Stoehr regarding Wellness Center Memorial Event for KIA in Iraq and Afghanistan.

Erickson explained that John Hoes and Karen Stoehr had contacted him and explained their event. Erickson was advised that they have secured all of the necessary permits and fulfilled all the requirements to hold the event. Stoehr and Hoes wanted to know if the Subcommittee could do anything for this event, but they were not specific with their request. Erickson advised Stoehr and Hoes that they could come to this meeting if they desired to explain their event and let the members of the Subcommittee know what they may need in terms

of help for anyone who may be interested in helping out on their own but noted that this is not an official Subcommittee activity.

Pierce explained the event a little further by saying that the memorial is a wall with pictures of those soldiers from Wisconsin who were killed in Iraq and Afghanistan. On July 2 the wall will be escorted by motorcycles in a parade from Colburn Park to Marquette Park. The wall will be here until July 9 when it will be escorted back to Colburn Park. A number of other activities and events will also be held in conjunction with this. Haskins noted that Stoehr from the Wellness Center is putting the event on and John Hoes is assisting as the event is happening in his neighborhood. Pierce said it was his understanding that what Stoehr and Hoes are looking for are people to stand guard at the wall during the day. The wall will be kept inside the Wellness Center on 9th Street at night. Desisles said it was her opinion that the Subcommittee should not become involved in this event as a group, but anyone who wanted could volunteer on their own.

Motion made by Rosemary Desisles, seconded by Duane Pierce to receive and place on file. Vote taken.
MOTION CARRIED UNANIMOUSLY

It should be noted that Karen Stoehr and John Hoes arrived later in the meeting. Erickson allowed them to make their presentation upon their arrival. Stoehr passed out a flyer, a copy of which is attached, that sets forth more details of the event. She explained that she has contracted with The High Ground, which is run by veterans, to get the memorial from July 2 through July 9, 2016. The memorial will be guarded during the day and will be placed in a secure building at night as Pierce said earlier. In addition to the display, there will be a parade and other activities at several locations on 9th Street. Stoehr wanted people to come and view the memorial and pay respects to anyone they may know. She will also be inviting the families of the 134 veterans from Wisconsin who have fallen. In addition, Stoehr will be inviting children's groups as she felt it was very important for children to know about this. There will also be an all-male choir from Appleton performing as well as different activities such as crafts and a petting zoo for the children. Stoehr said the three big days for activities will be July 2, July 4 and July 9. All of the activities will be free and she added that the Wellness Center will be offering free services to veterans on the days that they do not have activities planned.

John Hoes added that there will be a professional master of ceremonies for the event and the procession from Colburn Park will begin at 10:30 am and travel to Marquette Park and there will be groups waiting at Marquette Park. The wall will stop by the Wellness Center and begin to set up. The ceremony itself will begin at 11:30 am and will include presentation of the colors and a professional opera singer singing the National Anthem. This will be followed by a table ceremony conducted by the Desert Vets along with guest speakers from the Desert Vets. The same thing will happen on July 4 with two speakers. On July 9 the memorial will be escorted back to Colburn Park by the DAV and Legion Riders as that is also the same day as the Pearly Gates ride. Stoehr stated that she will continue to provide details when specific times are set for the different activities. She also noted that the Marquette Park neighborhood group will be helping them out. Hoes said they are still looking for the use of a large tent and Erickson suggested that he contact the National Guard for this. Hoes also noted that the Military Vehicle Museum in Oshkosh will be providing some vehicles, including a Russian tank, for display.

Erickson advised Stoehr and Hoes that the Subcommittee had talked about this prior to their arrival and it appears that they are basically looking for volunteers to guard the display. Erickson said that if any of the Subcommittee members wanted to volunteer on their own, they could contact Stoehr.

8. Update re: Honor Rewards Program.

CVSO Jerry Polus reported that the Honor Rewards Program is moving along very well and there are currently 52 businesses signed up. He said there has been very good participation with the Military Avenue businesses as well as the downtown businesses. Polus is still targeting an official kickoff date with a press conference for Memorial Day weekend and it is his hope to have 100 businesses signed up by then. He wants to be sure there is good momentum going with the program before it is officially kicked off. Erickson asked about businesses in Pulaski, Denmark, Allouez, Howard, Suamico, De Pere and Wrightstown. Polus assured that all of the businesses in the County have been contacted and he has also done some follow up and all of the

businesses have assured him that they will look at the program. Erickson offered to make contact with the Mayor of De Pere as well as Mike Aubinger of the Village of Ashwaubenon. Polus noted that some of the chain businesses, such as Walgreens, have to get permission to participate from their national headquarters.

9. **Possible Discussion re: 2016 Veterans' Appreciation Day at the Brown County Fair.**

a. **25th Anniversary of Desert Storm**

b. **Fair Agenda**

Jim Haskins said that the last Fair Board meeting was cancelled due to the weather, but he will attend the next meeting. He also said that he has asked Laura Nehlson to sing the National Anthem again this year and she is willing to do so. Polus distributed a copy of the agenda from last year's event for discussion purposes. It was noted that the event is scheduled for August 20, 2016.

The group went over the agenda to get an idea of what time things will be happening due to moving the event up to earlier in the day. It was noted that the tents will be open from 10:00 am – 3:00 pm with the ceremony beginning at 3:00 pm. A discussion was held regarding the band and Polus noted that the band that he talked about at the last meeting wanted \$500 to perform and Polus indicated that that was too much. The band then offered to perform for \$400 which Polus also advised them was too much. Polus suggested that we book Monterey Trail again this year and Koslowski will contact them to be sure they are available. The band will perform between 2:00 – 3:00 pm and then take a break during the ceremony and come back after the ceremony to play until about 4:30 pm. The welcome will be done by Chair Erickson, followed by posting of the colors. Koslowski will work with the Desert Vets to arrange for the posting of colors. The Pledge of Allegiance will follow and will be led by Mike Alsteen if he is available. The chaplain prayer will be after the Pledge and Tracy Rosinski said that she possibly has a chaplain who could do the prayer. The National Anthem will follow the prayer and then County Executive Troy Streckenbach will give the welcome. Erickson noted that Lynn Geiser laid the wreath last year, but due to a new job she is no longer able to be a part of this Subcommittee. Koslowski will try to find a desert vet to lay the wreath. Koslowski asked Pierce to ask Don and Gene if they are available to do Echo Taps again this year. Suggestions were made for a desert vet to speak and Polus will try to arrange this. The recognition of vets will follow the speaker. The vets will be presented with a certificate as well as a memento of some type. A discussion followed on this and there were several suggestions such as coins and pins. Erickson will look into this a little further and let the Subcommittee know what he finds. The retirement of the colors will most likely be done by the same persons who do the posting of the colors. Door prize drawings will follow the retirement of the colors. Erickson noted that he will be able to get some door prizes again this year. Following the door prizes the band will play again for another hour or so. Louise Dahlke said that the band can perform as long as they want.

Koslowski asked about a stage and Dahlke said that the group would have to rent a stage as they did last year. She will let the group know if the same stage that was rented last year is available again this year.

A discussion was also held regarding veterans who show up that are not Brown County residents. The consensus was that non-County veterans would be welcome to take part in the event and nobody would be turned away.

Erickson said that Polus should work on the poster to have it ready at the May meeting for discussion and review. Koslowski said that tickets should be made available in June so that the veterans groups can distribute the tickets at their July meetings. Dahlke asked if Koslowski wanted the static display area again and he indicated that he did. He also mentioned the reflections tent that he discussed at the last meeting. If he cannot find a military tent, he would like to find out how much it would cost for a 12 by 12 or 12 by 14 tent to be set up by the company that sets up the other tents at the Fair.

10. **Discussion and decision re: non-attending Subcommittee members.**

Erickson did not have anything to discuss on this other than what he mentioned earlier with regard to Lynn Geiser.

11. **Report from CVSO Jerry Polus.**

Polus did not have anything to add other than what had been discussed earlier in the meeting.

12. **Comments from Carl Soderberg.**

Soderberg provided an update on the bill regarding funding a study in the VA on the effects of agent orange on descendants of veterans. The bill currently has 195 co-sponsors and it is in the same committee, so essentially there is no change, no progress.

13. **Report from Committee Members Present (Erickson, Dahlke, Desisles, Haskins, Koslowski, Pierce, Rosinski & Witkowski).**

-Erickson did not have anything further to report other than what was covered earlier in the meeting.

-Dahlke did not have anything to report other than what has already been discussed.

-Desisles also did not have anything further to report.

-Haskins reported that he had recently seen on Facebook a young girl who played full length Taps which he had never heard before but found very inspiring. He also reported on a soldier who was taken into captivity in South Korea on February 15, 1951. The soldier has died and will be laid to rest in his hometown of Greenville, Mississippi on April 23.

-Koslowski reported that Rolling Thunder is having a brat fry at the VFW Duck Creek Pub beginning at 11:00 am on April 23. The Amvets will then be holding a meat raffle beginning at 2:00 pm and Rocker will perform beginning at 4:00 pm.

-Pierce said that during Armed Forces Weekend, May 21-23, the Annual Veterans Pow Wow will be held in Keshena and will honor all Vietnam and Vietnam-era veterans. He asked people to pass the word on this to help ensure a good attendance. He said that Friday night at 6:00 pm the flag raising will be held in the bowl with 20+ flagpoles which is very moving. The grand entrance will be held Saturday at 1:00 pm and the snake dance and rifle firing will be held at 7:00 pm. Sunday the grand entrance will be held at 12:00 noon and Rolling Thunder will be doing a table ceremony after that.

-Rosinski reported that Heartland wants to start a support group for non-hospice people and the bereavement coordinator would like to start a group for veterans. She would like to talk to Polus about this a little further down the road and will call him to set up a time.

-Witkowski shared a newspaper article about a Racine non-profit that is building tiny houses for homeless veterans. The article said the Mayor has been helping the non-profit with its efforts and sees the project as something that could help the City reach its goal of having zero homeless veterans. He asked if there are still homeless veterans in Green Bay in light of the housing project that was built. Witkowski asked how many veterans are housed in the new housing unit. Polus said that it holds 50 veterans and it is currently full. Erickson said that there has been some talk about adding some transitional housing which would be a temporary step between a homeless shelter and moving into an apartment.

Witkowski also brought up an article he had seen regarding the wait for healthcare for veterans. He said he felt that there are a number of people suffering in the time before they are able to receive medical care. He does not exactly know what the definition of a recognition subcommittee is. He said it seems like we are a pie and ice cream group and he would like to see changing the recognition to help veterans in situations like being able to assist homeless veterans and assist veterans who are not receiving medical treatment on a timely basis. He asked if this group could head into something like that. Polus responded that there are multiple programs and organizations and resources to help veterans. He thought this recognition subcommittee is here to recognize veterans and not to solve their veteran issues. Rosinski said that the subcommittee can

help veterans connect to resources they may need. Polus said that Witkowski has good intentions, but it would be impossible to keep track of homeless veterans. He said that there are so many programs that help people and his office works to get people pointed in the right direction to the services they need. Witkowski said he was hoping to start some sort of mentoring program for this group to work with veterans to help them get the medical treatment they need. Polus said that the problem lies in the way the Veterans Choice program is being administered and it is from federal bureaucracy down. Witkowski said the reason he is bringing this up is because the current program is not working and as a subcommittee of the Brown County Board of Supervisors he would like to be able to do something more for veterans. Polus said that any veterans in need can contact his office and his staff is able to point them in the right direction as there are so many resources available. Rosinski added that the Fair event is another platform that can be used to get information out to the veterans in need.

Polus said that they just updated the veterans' organization list for Brown County and he will provide a copy to the group at the next meeting. There are currently about 30 veterans groups working in the area to help veterans with various issues and needs.

Witkowski reiterated that he had hoped to set up some sort of mentoring system for veterans that could be discussed on a monthly basis and talk about ways to help these people, whether it's with homeless issues or medical issues. Polus said that something that would really be appreciated would be for Witkowski to set up a weekly or monthly visit to veterans in nursing homes. Rosinski also said that Witkowski could be a volunteer at Heartland for the Vet to Vet program.

14. Such Other Matters as Authorized by Law.

Koslowski said that he was approached by Bill Trombley who works with suicide awareness and he would like to come to one of the Subcommittee's meetings to talk about some issues. Erickson said that he will add him to the agenda for next month.

15. Adjourn.

Motion made by Jim Haskins, seconded by Duane Pierce to adjourn at 5:56 pm. Vote taken. MOTION CARRIED UNANIMOUSLY

Respectfully submitted,

Therese Giannunzio
Recording Secretary